



New accreditation and registration application form

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October 2021



New accreditation and registration application form

- Accessible from the Actions menu on the HEQC-online system from **1 January 2022**
- Offline version available now - for internal use only
- Training URL: <http://heqc-support-alpha.che.ac.za/index.php> available from 13 to 19 October 2021 to try it out.
- Applications must be submitted online



Microsoft Word Document

Home | Tools | Reaccredita | Reports | Help | Log out

Home (2 - workForm)

Welcome training2014_name. You have the following active processes...

Application forms/processes that are not fully completed are listed below. To continue with them, click on the corresponding links below. If you just finished completing an application/process you may log out.

Active processes			
Process	Reference	Last Updated	Delete
Accreditation Application Form v5 - Higher Certificate in Fashion (2 - workForm)	Higher Certificate in Fashion	2021-10-13 19:28:13	<input type="checkbox"/>

Actions

- New Accreditation Application v5
- Accreditation Information
- Change Password
- Delete selected programmes
- Help Getting Started





Institutional administrator role

- There is one HEQC-online Institutional administrator per institution
- ONLY the Institutional administrator can start an application
- The Institutional administrator manages the Institutional users (add / edit /de-activate)
- Applications can be passed to Institutional users to complete sections C to I of the new form
- ONLY the Institutional administrator may submit the application to the CHE
- Emails are sent to the Institutional administrator login email address by the system
- NB NB NB The Institutional administrator MUST have access to their login email
 - Pro forma invoices
 - Application returned for review during checklisting
- Only the CHE can change the Institutional administrator for an institution
 - To change the administrator a formal request must be emailed to accreditation@che.ac.za



POPIA consent

The institution consents, in line with the Protection of Personal Information Act (POPIA), that personal information provided in the application and Institutional Profile may be used by parties involved in the processing of the accreditation application and the registration of the qualification on the National Qualifications framework and the Department of Higher Education Registers.



Institution

- Registers
- Institutional profile
- Applies for accreditation or re-accreditation of programmes
- Institutional user administration



Evaluators

- View applications
- View institutional profile
- Upload evaluator report



Recommendation writers

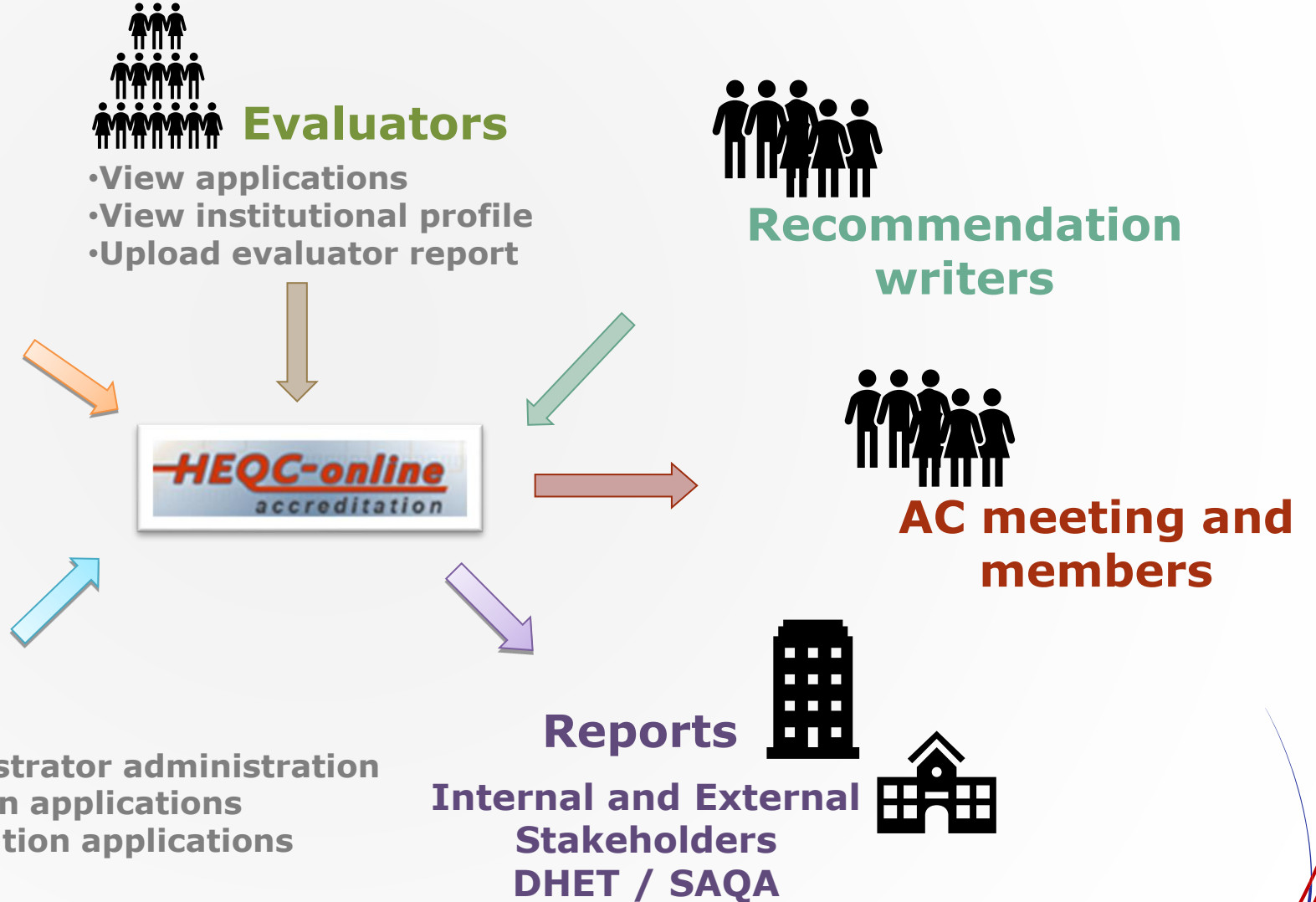


AC meeting and members



CHE Administration

- Institutional administrator administration
- Process accreditation applications
- Process re-accreditation applications
- Process site visits
- Manages system



Reports

Internal and External Stakeholders
DHET / SAQA





Online form features

HEQC-online - Accreditation System - Higher Education Quality Committee (HEQC)

Home | Tools | Reaccredit | Reports | Help | Log out

Accreditation Application Form v5 - H/PR348/E007CAN - Higher Certificate in Fashion (219 - accFormI5_6_V4)

SECTION I: INTERNAL QUALITY ASSURANCE

CHE Reference No.:	H/PR348/E007CAN
Institution name:	Academy Development of Professional Edu
Provider type:	Private
Programme name:	Higher Certificate in Fashion
Site(s) of delivery:	1. Main Campus - Rietfontein Pretoria
Date of submission:	Application has not been submitted.

1. INTERNAL QUALITY ASSURANCE	Internal Quality Assurance.docx	<table border="1"> <tr><td>File:</td><td>N/A</td></tr> <tr><td>Date Created:</td><td>N/A</td></tr> <tr><td>Last Updated:</td><td>N/A</td></tr> <tr><td>Upload File:</td><td>Click here to select the file that you need to upload</td></tr> </table>	File:	N/A	Date Created:	N/A	Last Updated:	N/A	Upload File:	Click here to select the file that you need to upload
File:	N/A									
Date Created:	N/A									
Last Updated:	N/A									
Upload File:	Click here to select the file that you need to upload									

Actions

- ◀ Previous
- ▶ Next
- Save
- 🖨 Print View
- ▶ SECTION D
- ▶ SECTION E
- ▶ SECTION F
- ▶ SECTION G
- ▶ SECTION H
- ▶ SECTION I
- ▶ VALIDATION
- 📖 Guidelines for completing application
- 📧 Send Application to Colleague



Data capture issues

- Strange characters
 - On chrome – Right click on field and select – Paste as Text

Assessment methods The assessment of the Clinical learning component will consist of a practical examination, assignments, projects, a presentation, r
 Learning will also take place in the skills lab through demonstration, simulation, practice on skills lab mannequins and simulated pe
 placement under the direct supervision of clinical mentors.

In addition to clinical skills in the skills lab, students will have the opportunity to practice during clinical placement.

The WIL assessments for the respective modules are listed below:

ÄfÆ'Ätæ™Äfa€ Äca,-ä.çÄfÆ'Äca,-Ä ÄfÄcÄca€sÄ-Äca€ZÄcÄfÆ'Ätæ™ÄfÄcÄca€sÄ-ÄÄ ÄfÆ'ÄÄcÄfÄcÄca,-ÄjÄÄ-Äf/
 ÄjÄfÆ'Äca,-ÄjÄfa€sÄÄcÄfÆ'Ätæ™Äfa€ Äca,-ä.çÄfÆ'Äca,-Ä ÄfÄcÄca€sÄ-Äca€ZÄcÄfÆ'Ätæ™ÄfÄcÄca€sÄ-Ä...
 ÄjÄfÆ'Äca,-ÄjÄfa€sÄÄcÄfÆ'Ätæ™Äfa€ Äca,-ä.çÄfÆ'Äca,-ÄjÄfa€sÄÄcÄfÆ'Ätæ™Äfa€sÄÄcÄfÆ'ÄÄcÄfÄcÄca,-ÄjÄ
 ÄjÄfÆ'Äca,-ÄjÄfa€sÄÄ-ÄfÆ'Ätæ™Äfa€ Äca,-ä.çÄfÆ'Äca,-Ä ÄfÄcÄca€sÄ-Äca€ZÄcÄfÆ'Ätæ™Äfa€sÄÄcÄfÆ'ÄÄcÄf

- Alternately paste to notepad first and then to the form field
- Please delete any funny characters prior to submitting the application
- Maximum document size is 50 MB



Submission to the CHE



The following list indicates the fields you have not completed. Please complete these fields. Submission may **only proceed** once validation of the entire institutional profile and programme application is successful.

At this point, if you are the **institutional administrator and all validation is successful**, a **Next** Button will appear for you to continue with the submission process.

If the application form is completed to your satisfaction send it to the administrator so that it can be submitted to the HEQC. To do this use **Send application back to administrator** feature in the right navigation bar.

If the information is not complete, send it back to the relevant person. To do this use **Send application to a colleague** feature in the right navigation bar.

Institutional Profile:



Your institutional Profile's site information seems to be up-to-date.

Note that you can click on the ? next to the incomplete field, to go to the specific field.

Application Form:

SECTION C: SITE OF DELIVERY		
✓	Question: Title	
✓	Question: Title abbreviation	
SECTION E: STUDENT RECRUITMENT, ADMISSION AND SELECTION		
?	Question: State the admission requirements for this programme / qualification.	You are required to fill in this field.
?	Question: Specify the selection criteria for this programme / qualification.	You are required to fill in this field.

Actions

-  [Previous](#)
-  [Guidelines for completing application](#)





Implementation

Current application

- ▶ Start applications until 15 December 2021
- ▶ Submit current applications until 30 December 2021
- ▶ On 31st December 2021 all unsubmitted open applications will be closed
 - ▶ Including those returned to the institution during checklisting and not re-submitted

New application

- ▶ Available from 1 January 2022



Training System

URL: <http://heqc-support-alpha.che.ac.za/index.php>

- Available to current Institutional Administrators from 13 to 19 October 2021
- Use your login email and password for heqc-online
- Email support@esoftwareolutions.co.za for assistance to login
- Offline application available